



UTAH WIC BOOKKEEPER AND OFFICE STAFF TRAINING
ASSESSMENT TEST

Use this test effective January 1, 2013 – Previous editions will not be accepted.

Employee Name: _____ Date: _____

Job Title: _____

Utah WIC Vendor ID Number (Required): _____

Store Name: _____ Store # (if applicable): _____

Store Address: _____

City, Zip: _____

Circle the BEST answer:

State Agency Use Only: _____

- 1) **The State WIC Office issues the Vendor Stamp when a vendor is authorized to accept WIC checks.**
a. True b. False
- 2) **WIC Vendors share the same vendor number with other vendors in their area.**
a. True b. False
- 3) **When the vendor stamp wears out, the vendor is responsible for replacing it and can purchase from whichever source has the lowest price.**
a. True b. False
- 4) **Without the vendor identification number or the transaction date imprint, the check will be invalid and will be returned to the vendor unpaid.**
a. True b. False
- 5) **For checks, the maximum allowable amount may fluctuate daily based on the retail prices reported to the State WIC office by all vendors of the same peer group; for cash value vouchers, the maximum is a fixed amount stated on the front.**
a. True b. False
- 6) **A check should not be deposited if the cashier forgot to write in the total amount in the "Pay Exactly" box.**
a. True b. False
- 7) **WIC food items are taxable.**
a. True b. False
- 8) **If a WIC check is deposited without the Vendor Stamp imprint; you may call the bank and have them write in your vendor number for you.**
a. True b. False
- 9) **The date stamped in the Vendor "Pay To the WIC Vendor (Stamp)/Date Used (Stamp)" box must match the date of the transaction.**
a. True b. False
- 10) **You can tell if a check has gone over the maximum value amount by comparing the cost of the items listed.**
a. True b. False
- 11) **A WIC check missing the authorized signature should not be deposited.**
a. True b. False

Please turn over 



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- 12) **A vendor may send a WIC check to the State Office if they would like for the amount of the check to be evaluated and adjusted for validation for redeposit.**
 - a. True
 - b. False
- 13) **It is a good idea to set up a screening process for Utah WIC checks for errors before depositing.**
 - a. True
 - b. False
- 14) **Any certified mail correspondence received from the Utah WIC program is urgent and should be read carefully.**
 - a. True
 - b. False
- 15) **The address of the Utah WIC office is printed in the top left-hand corner of the check.**
 - a. True
 - b. False